

**Cape Ann Transportation Authority**  
**Advisory Board Minutes**  
**Meeting 9:30am Friday, February 15, 2019**

Attendance: Jim Destino, Felicia Webb, Stephanie Jackson, Laurel Eisenhauer, Tony Marino, Jackie LaFlam, Bob Ryan,

Call to order by Jim Destino 9:30am

Jim Destino: I sent a draft of the job description to everyone on the Board.

There was a general discussion of the job description, Stephanie Jackson thought it was great and would like to see CATA more involved in the community. Laurel Eisenhauer commented on the inclusion of Senior Transportation Services. Felicia suggested including the Brokerage Operation in the description. It was agreed to add Executive Office of Health and Human Services in the outside agency section of the job description.

There was a discussion about Applied Materials and the need for transportation to and from the commuter rail.

Jim Destino said the suggested salary range is from \$110 - \$130 for the Administrator position. Job posting on the following websites, Indeed.com, MMA, Transittalent.com, Prodivenet.com, CATA website, and MARTA for 30 days.

Jim Destino: The Board will reconvene after the 30 days of posting, look at the group of applicants and make a decision on how many to interview. The next meeting will be in April.

There was a general discussion about the budget and the June 1 approval requirement in 161B.

Jim Destino: Motioned to adjourn  
Seconded Tony Marino  
All in Favor